



Town of Delmar

Highlights of Fiscal 2012 Budget

	Budget 2011-2012		
	Operating	Capital	TOTAL
Delmar, Maryland	\$1,933,107	\$1,055,031	\$2,988,138
Delmar, Delaware	1,240,695	444,521	\$1,685,216
Delmar Utility Commission*	2,296,072	1,122,717	\$3,418,789
TOTAL	\$5,469,874	\$2,622,269	\$8,092,143

*The Delmar Utility Commission is a joint venture of the Mayor & Commissioners and Mayor and Council. It is not a component unit of either town and is therefore reported separately. The Utility Commission is referenced in the Town of Delmar Budget Message for disclosure and the details are presented in a separate budget document.

REVENUES:

The Mayor & Commissioners accepted the Maryland Department of Assessment Constant Yield Tax Rate of 0.679, creating a .006 increase from prior year's tax rate. Mayor & Commissioners' real property assessments will be decreased for FY 12. The Mayor & Council real property assessments will be increased for FY 12, due to reassessment on renovated parcels as well as new development of Commercial parcels. The Mayor & Council real property tax shall remain constant at .50 (per 100 of assessed value). Corporate and utility operating tax rates will remain the same as the prior year in fiscal year 2011.

Tax Rates 2011-2012

	Real Property	Operating Property	Personal Property
Delmar, Maryland	.679	2.00	2.00
Delmar, Delaware	.50	2.00	

- Garbage collection fees will also remain the same in fiscal year 2012. In July 2005, the garbage collection was contracted to a private waste collection company. The fees will continue to be collected by the Town on the annual tax bill.
- The Utility Commission's service rates and connections fee for water & sewer will remain the same In FY 12.

EXPENDITURES:

- Historically, all shared costs have been split evenly between Delmar, Maryland and Delmar, Delaware. In FY 06 it was agreed by the Joint Council to reallocate the cost share based upon the 2000 census population data which determined the split should be 60/40 in the Police and Finance Department's expenses. Also, it was agreed beginning FY 12 by the Joint Council to reallocate the cost share based upon actual road mileage between Delmar, Maryland and Delaware. Based upon the data received in FY 10 the split should be 73/27, therefore, where applicable the expenses within the Street & Highways Department shall be allocated as determined. A written agreement was signed by the Joint Council, which stipulated that the cost allocation of all departments will be reviewed annually during budget preparations.
- To assist with balancing the budget, preserve current level of services and eliminate unemployment or furloughs, the employees will not receive a cost of living adjustment this year. The Town will maintain the current level of employee benefits.
- In an effort to balance the FY 12 Budget, the Town has limited capital expenditures to only include 1) the completion of two street restoration projects 2) scanning software program, which will allow the Town to adequately archive pertinent permanent documents and 3) renovation to 100 S. Pennsylvania Avenue for the Police Department as a public safety building.
- Maryland Highway User revenues are dedicated towards engineer design and construction phase of section I & II of the Walnut St. restoration project from (Pennsylvania Avenue to 4th) Street repair in Delmar, Maryland. Street repairs in Delmar, Delaware are contingent upon receipt of Legislative Revenues & will begin on 1st Street from State Street to Lincoln Avenue. The pavement management report prepared in March 2007 is used as a guide for the Town to establish the ranking for street restoration priorities. Annually in March a windshield survey is completed to make special notations of significant changes in street conditions that may alter the rank of restoration priority.
- The Waste Water Treatment Plant, Sewage Collection, Water Treatment Plant and the Water Distribution & Storage Departments capital outlay items will be purchased through our Depreciation Expense line items as well utilizing our Investment account funds.
- Maintain the current service agreements that were established for the maintenance of the water towers and all generators at plants and pump stations.

Please contact Sara Bynum-King, Town Manager
with any questions concerning the proposed budget.
410-896-2777 or 302-846-2664, ext. 105

The Delmar, Maryland Municipal Primary Election for one (1) Mayor and two (2) Commissioners will be held on Tuesday, September 27, 2011. Qualified voters may vote between the hours of 7:00 a.m. and 7:00 p.m. The General Election will be held on Tuesday, November 15, 2011.

Mayor and Commissioners
Town of Delmar, Maryland
2011 Primary Election Calendar

Deadline- Candidacy Filing

Monday, September 12, 2011

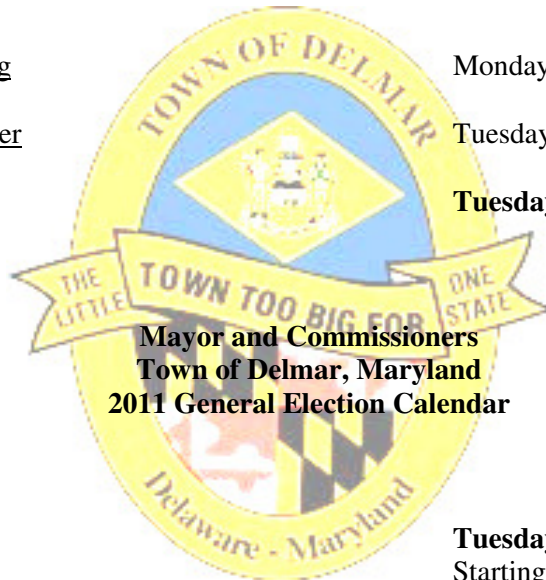
Deadline- Voters to Register

Tuesday, September 13, 2011

Primary Election Date

^{4th} Tuesday in September.

Tuesday, September 27, 2011



Mayor and Commissioners
Town of Delmar, Maryland
2011 General Election Calendar

Date of Election

^{3rd} Tuesday in November

Tuesday, November 15, 2011

Starting at 7:00 a.m.

Closing at 7:00 p.m.

Or until last person in line
at close of doors has voted.

Qualifications for Mayor and Commission Member are as follows:

- (a) A resident of the United States and of the State of Maryland and a resident of the Town of Delmar, Maryland for at least one (1) year preceding the municipal elections;
- (b) Be at least 18 years of age
- (c) Each of the qualifications for Town Commissioner and Mayor shall be continuing qualifications to hold office and the failure of any of the Commissioners or the Mayor to have any of the qualifications required by the above during the terms of his/her office will create a vacancy in the office.

Certificates of Candidacy must be completed at the Town Hall by 4:30 p.m. on Monday, September 12, 2011. No person shall file for nomination to more than one (1) elective office at a time.

To be eligible to vote in this upcoming municipal election, persons must be at least 18 years of age, and who has resided in the Town of Delmar, Maryland and the State of Maryland for at least six (6) months preceding the day of the election and must register at Town Hall. Registration is from Monday through Friday 8:00 a.m. to 4:30 p.m. at 100 S. Pennsylvania Avenue, Delmar, MD. Registration deadline is Tuesday, September 13, 2011 at 4:30 p.m.

Please contact Town Hall with any questions at (302)846-2664 or (410)896-2777, Monday through Friday between the hours of 8:00 a.m. and 4:30 p.m.

Delmar Heritage Day Celebration

Delmar Heritage Day is a town wide celebration of its rich history as a railroad spur. It has been primarily held in the downtown business district as that was the location of the train station and the vibrant business activity of the day. This event and its activities should represent and involve **every** resident, business, ethnic group, and age range of Delmar's community. To achieve that end, the Delmar Revitalization Committee (DRC) would like to encourage all interested community members to attend a DRC Meeting on any third Wednesday of each month at Town Hall, 100 S. Pennsylvania Ave., 7:00 PM and volunteer your talents. Come participate and assist in helping make the 2011 Heritage Day and its activities the best one ever. If you are unable to attend a meeting but wish to volunteer please contact William Hardin at 410-896-2777 ext. 103. The date for this year's celebration will be September 24, 2011. **We encourage all to get involved.**

High Volume User Form

Do you have a pool ???

Do you have a vegetable garden or flower bed ??



Do you do boat maintenance at Home??

If you do, then you are eligible for a reduction of the sewer portion of your utility bill through our High Volume User Policy. **This policy is only in effect during the June, July**

and August billing quarter, and the application must be filled out annually.

The quarter starts as soon as the readings for the March, April, May quarter are completed. An application is provided within this newsletter and also on our website: www.townofdelmar.us. If you would like to apply, please fill out the application and return it to Delmar Town Hall, 100 S. Pennsylvania Ave., Delmar, MD 21875. **All applications must be turned in no later than August 15, 2011.**

Senior Discount on Taxes

Delmar property owners who meet the following qualifications can apply to receive a **5% discount** on their annual property taxes:

- 1) One of the property owners has attained the age of 65 years of age by March 1st of the year the application is filed.
- 2) As of March 1st, they are the sole owners of the property; they reside on said property 7 out of the 12 months of the year; that the property is used

exclusively for residential purposes for the owners and that the property taxes are current.

The application **MUST** accompany payment to receive the discount. If you send your tax bill to your mortgage company to pay your taxes, the application **MUST** be remitted with your payment in order to receive your discount. **Please be informed that no discounts will be given after September 30, 2011 or after initial payment has been received and processed.** The discount is on property taxes only; this **DOES NOT** apply to the garbage fee. There is an application included in this newsletter that can be filled out and returned **WITH** your tax payment.



CURBSIDE RECYCLING DELMAR, DELAWARE

The State of Delaware
Legislators have enacted
legislation which mandates state

wide curbside recycling for Delaware residents. In the last week in June, the service provider will deliver to each Delmar, Delaware household one 95 gallon brown recycle container for your use. **The first curbside recycle pickup** will take place on **Friday, July 8, 2011** and continue to be picked up every other Friday thereafter.

WHAT WILL CURBSIDE RECYCLE ENTAIL?

- 1) Recyclable containers will be provided at the expense of the Hauler.
- 2) Recyclables will be collected **bi-weekly** and **no separation** of recyclables required.
- 3) Household recyclables **must be separate** from household trash.
- 4) **Items to be collected:**
 - a. **PAPER** (newspaper, phone books, magazines, white office paper, junk mail corrugated cardboard, paperboard/boxboard);
 - b. **CANS** (Aluminum and steel)
 - c. **PLASTIC BOTTLES** (narrow neck)
 - d. **GLASS WILL NOT BE COLLECTED**

Garbage Policy

The Town asks
the following
your garbage
collection to
your garbage
a timely



that you kindly adhere to
when placing
out for weekly
ensure that
is picked up in
manner:

- 1) Place your garbage out the evening before collection. Delaware residents receive collection on **Tuesdays** and Maryland

residents receive collection on **Thursdays**. This ensures that regardless of what time the garbage truck comes through Town your garbage will be collected.

- 2) Be sure to place **ALL** garbage in 35 gallon containers with tight fitting lids. Each container should weigh no more than 50 pounds. All garbage should be bagged. Each residential unit is permitted (4) containers. Anything above and beyond this amount may be deemed excessive and not picked up.
- 3) Please place garbage in front of **YOUR** residence. This will ensure that the garbage to be collected is yours and not your neighbor's. The garbage company is required to submit a log sheet for their routes and when garbage is not placed directly in front of the residence it is unclear as to which address they are picking up for.
- 4) Garbage must be placed at the curb. The men collecting garbage are not permitted to enter your property to retrieve your garbage.
- 5) The garbage company is **NOT** responsible for picking up yard debris/waste. If you have bagged leaves or trimmings please contact Town Hall to have Public Works dispose of these items. Limbs should be cut in lengths not to exceed four feet and should be in tied bundles no more than two feet thick.
- 6) Any other items such as furniture or appliances can be removed by Public Works for a fee. Please contact Town Hall to receive a quote for disposal of these items.

Your cooperation and understanding regarding this policy is greatly appreciated.

Delmar Revitalization Projects

Delmar Town Hall Goes Solar

The Town of Delmar, DE/MD has been awarded \$223,000 in Energy Efficiency Community Block Grants (EECBG) under the American Recovery and Reinvestment Act of 2009 by the Delaware Energy Office (DEO). It also received an \$18,000 EmPower EECBG grant from the Maryland Energy Administration (MEA). Both grants are earmarked to provide energy efficiency upgrades to Town municipal facilities. To date the DE grant has been used to upgrade the Delmar Public Works Office R-

value by increasing its insulation thus decreasing its utility costs. Also, the lighting in the Delmar Water Treatment Plant Facilities Office has been upgraded with high efficiency ballasts and light bulbs to provide decreased power usage and provide cost savings. The remainders of the DE funds are to be used for energy efficiency upgrades at the **Delmar Municipal Building** (formerly known as the Bank of Delmarva). This is to be part of the Town's renovation project to relocate Town Hall. A portion of the funds will go to installing a new high efficiency HVAC system in the building. The remaining funds are to be used for a **Delmar first; installation of solar energy power at the Town Hall/Municipal Building**. The solar project will consist of installing a 9V Photovoltaic Solar Array to generate alternative solar power to assist with the buildings operational needs. The **Maryland** grant will be used to add exterior storm windows to all existing windows and to increase the R-value in the building by increasing the insulation at the Delmar Municipal Building. Both projects will provide greater energy efficiency and cost savings to the operational costs.

CDBG Housing Rehabilitation Projects

Delmar, MD – (5) Five of (9) nine CDBG housing rehabs were completed in April 2011. The remaining (4) rehabs are to be completed by September 30, 2011. The CDBG program is designed to assist low-moderate income families with housing rehabs which bring sub-standard housing conditions to code compliance thus providing safe and comfortable housing. The projects are funded through the Maryland Department of Housing and Community Development with monies allocated by HUD. Application by the Town is made every two years. The 2012 application will be generated by the Delmar Community Development Office, February 2012 for funding allocation. Interested Delmar, MD resident owner/occupants should contact William Hardin, 410-896-2777 ext. 103 for additional program information and to determine eligibility for assistance.

Delmar, DE – the Sussex County Community Development & Housing Department is the administrator for the DE CDBG program. Application for assistance is submitted annually for DE residents. Assistance was given to one Delmar, DE resident during the 2010 State Fiscal Year program funding. The 2011 funding application was submitted by Sussex County this Spring. If approved three housing rehabs are slated to be performed. Interested Delmar, DE resident owner/occupants should contact William Hardin, 410-896-2777 ext.

103 for additional program information and to determine eligibility for assistance.

William Hardin, CDC

High Volume User Data Form

****APPLICATION MUST BE COMPLETED AND TURNED IN BY AUGUST 15TH***

Date: _____

Name: _____

Address: _____

Phone #: _____ Account #: _____

Reason(s) for high usage: (Check off any that apply)

_____ Swimming Pool

_____ Excessive Shrubbery & Flowers

_____ Garden(s)

_____ Boat Maintenance

_____ Sprinkler System

_____ Other (please specify below)

This form must be completed each year. Customers meeting guidelines will receive sewer abatement for the excess usage over normal average consumption. Customers that feel they are a high volume user, but do not qualify within the guidelines, must present their request before the Utility Commission. This policy will be in effect during the summer months of June, July, and August. High Volume Users will only receive a reduction of the sewer charge, not the water fee.

TOWN OF DELMAR-DE/MD
Application for Senior Citizen Discount

Owner (s): _____

Property Address: _____

Telephone Number: _____

Tax ID: _____

(Can be completed by Town Hall Employee)

THE APPLICANTS DO HEREBY SWEAR OR AFFIRM:

1. That one of the property owners has attained the age of 65 years by March 1st of the year the application is filed.
2. That as of March 1st they are the sole owner of the property; they reside on said property 7 out of 12 months of the year; that the property is used exclusively for residential purposes; and that property taxes are current.

I hereby swear and affirm that this information is true and correct to the best of my knowledge and belief, and further understand that a false declaration in this application will subject me to the penalties provided by the law for perjury.

Signature

Date

Form MUST accompany payment to receive discount.

Please be informed that no discounts will be given after September 30th or after initial payment has been received and processed. The allowed discount **is 5% of the Property Taxes** only. **This does not apply to the garbage fee.** If your taxes are paid through escrow by your mortgage company, please complete this form and forward it to your mortgage company with your tax bill. Applications will not be sent directly to the mortgage companies. If you have any questions pertaining to this application please call (410) 896-2777 or (302) 846-2664, Extension 107.

Attention Mortgage Companies: Please include application when submitting payment for qualified residents.

Holiday Closings for Town Hall

Monday, May 30, 2011

Memorial Day

Monday, July 4, 2011

Independence Day

Monday, September 5, 2011

Labor Day



Meeting Dates Changed

Listed below are the changed meeting dates and time due to the Summer Maryland Municipal League Conference being held in June.

Planning and Zoning

Thursday, June 16, 2011 7:00 p.m.

Public Works

Monday, June 20, 2011 6:00 p.m.

Utility Commission

Monday, June 20, 2011 6:30 p.m.

Joint Council

Monday, June 20, 2011 7:00 p.m.

Town Hall
100 S. Pennsylvania Ave.
Delmar, MD. 21875